

Maine EMS Examination Committee Meeting

Tuesday, November 16, 2004

Maine EMS Conference Room, Augusta

Minutes

Present: Jacky Vaniotis – Chair, Trisha Coleman, Joanne LeBrun, Gary Utgard, Kelly Roderick, Darrell Gilman

Absent: Rick Doughty, Bob Hawkes, Travis Norsworthy

Staff: Drexell White

1. Call To Order - The meeting was called to order at 9:50 a.m.

A. Assign Timekeeper – Darrell Gilman

B. Additions/Deletions to the Agenda – Winter Cancellations

2. Minutes – October 19, 2004, meeting minutes - review for acceptance

The minutes of the October 19, 2004, meeting were reviewed

Motion: To accept the minutes of the October 19, 2004, meeting. (Utgard;LeBrun - motion carries).

3. Old Business

1. Paramedic Exam

The committee began its initial review of the two Request For Information (RFI) responses received from the National Registry of EMTs and Thomson Prometric.

There was discussion about how to ensure a thorough, unbiased review process. For the January 2005 meeting:

- The Committee will continue the RFI response review and brainstorm pros & cons of each RFI
- Members will come to the next meeting with at least one pro and one con for each RFI response
- Members will outline their ideas about what the new paramedic exam and exam process should look like and bring those ideas to the meeting
- The Committee will identify opportunities for future growth/development of the exam process
- The Committee will identify the questions that need to be asked during the review process
- The Committee will establish a review process

2. Student Handbook - Status

No work has been done, however Drexell White reported that Vermont EMS indicated that they would share their info in exchange for our Exam Administration info.

3. EMT-B Practical – Data Gathering

The committee made final revisions to the (Spinal Assessment) Excel spreadsheets. Staff will make revisions and forward the final sheets and instructions to the regional offices. Review of the spinal data is scheduled for the February 2005 meeting

4. Exam Considerations for Proposed Airway Module – Placeholder

4. New Business - Winter Cancellations

Committee members were reminded that the inclement weather cancellation policy for the committee is that a decision will be made and communicated to membership by 5:00 p.m. on the day before the scheduled meeting date.

5. Next Meeting

A. Set Agenda - Next agenda to include:

- 1. Paramedic Exam**
- 2. Student Handbook - status**
- 3. EMT-B Practical Skill Station Data**
- 4. Exam Considerations for Proposed Airway Module – placeholder**

B. Set Date and Time

Due to the Christmas holidays, the next meeting is scheduled for January 18, 2005 at Maine EMS, 45 Commerce Drive, Suite 1 in Augusta.

6. Adjournment - The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Drexell White